

White Pine Historical Railroad Foundation's
Nevada Northern Railway Museum
A National Historic Landmark

1100 Avenue A
PO Box 150040
Ely, Nevada 89315

Voice: (775) 289-2085
Toll Free: (866) 407-8326
Fax: (775) 289-6284
E-Mail: info@nnry.com
Web: www.nnry.com



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General Notice 5

Date: April 2, 2009

To: All Personal

Subject: Shop Rules

The following rules have been developed to protect you and our priceless artifacts.

1. Use common sense – it is your life and body. If you don't know ask! If you don't understand ask again. Never attempt to do anything unless you completely understand the task at hand.
2. When working in the shop, you must wear work boots, and have safety glasses and ear protection available as needed.
3. On the shop doors - either open or close the doors all the way. It is permissible to open a door only 4' and leave it there. Whenever operating a door, stay at the control panel until the door is stopped.
4. If you are not qualified to use a piece of equipment in the shop then you can not operate it. It is your responsibility to contact the shop staff to learn how to properly use a piece of equipment.
5. Clean up after yourself at the end of every day or when you complete a project. Put the tools away and clean up the work area.
6. Before you turn on the shop air compressor, check its oil level. If you are the last one out make sure the air compressor is turned off.
7. Diesel engine head brakeman will assist the engineer in the daily hostling of the locomotive. They will top off fluids as needed.
8. Steam engine crews will assist in the hostling of their engine.
9. If you find a mechanical problem - notify the shop staff immediately.
10. All personnel will check the shop board for any daily notices.

Mark S. Bassett
Executive Director

Al Gledhill
Master Mechanic